

**GEORGIA STATE BOARD OF  
NURSING HOME ADMINISTRATORS  
MINUTES  
June 09, 2011**

The Georgia State Board of Nursing Home Administrators held a meeting on Thursday, June 09, 2011 at 237 Coliseum Drive, Macon, Georgia 31217.

**Members Present:**

Barbara Baxter, President  
Maxine McCullar  
Dr. Maranah Sauter  
Carol Roberson, RN  
Philip Stone  
Scott Kroell

**Board Members Absent:**

Terrell Cook, Vice President  
Christi Card  
W. Dennis Taylor, Jr., M.D.  
Norma Jean Morgan  
Pamela Griffin, Consumer Member

**Others Present:**

Brig Zimmerman, Executive Director  
Serena Gadson, Licensure Supervisor  
Amanda M. Allen, Board Support Specialist  
Scarlett Shell, Assistant Attorney General

Ms. Baxter, Board President, established that a quorum was not present and the sub-committee meeting to order at 9:13 a.m. Recommendations will be made to the full Board during a scheduled conference call at a later date and time.

**Agenda:**

Approved by the sub-committee as presented

**Approval of Minutes**

- March 10, 2011-Minuets were reviewed by the sub-committee. Recommendations will be made to the full Board during the scheduled conference call.
- April 20, 2011-Conference Call Meeting Minutes were reviewed by the sub-committee. Recommendations will be made to the full Board during the scheduled conference call.
- April 26, 2011- Conference Call Meeting Minutes were reviewed by the sub-committee. Recommendations will be made to the full Board during the scheduled conference call.

**Executive Director's Report:**

1. Mr. Zimmerman reviewed the Computer Based Testing Agreement/Contract with the sub-committee
2. Mr. Zimmerman requested the sub-committee to consider revising the language written into the compliance letter(s) that are issued to all nursing home facilities.
3. Mr. Zimmerman discussed with the sub-committee contacting the Dept. of Community Health (DCH ) and requesting a follow-up from them on Nursing Homes with survey issues and their compliance; any actions DCH may take against a home.
4. The Executive Director's report was presented to the sub-committee. Recommendations will be presented to the full Board during the scheduled conference call.

## **Public Rule Hearing:**

Rule 393-12-.02 Change from Inactive to Active

Rule was reviewed by the sub-committee; however, due to not having a quorum of the Board, the rule was not able to be adopted. Rule will be reposted for adoption at the September meeting.

### **SYNOPSIS OF PROPOSED AMENDMENTS TO THE THE GEORGIA BOARD OF NURSING HOME ADMINISTRATORS RULES: CHAPTER 393-12 CHANGE OF STATUS; SUBCHAPTER .02 CHANGE FROM INACTIVE TO ACTIVE.**

**Purpose:** The purpose of the proposed chapter amendment is to clarify the current rule with regard to the examination requirement, and to update and clarify certain rule language.

**Main Feature:** The main feature of the proposed chapter amendment is to remove the requirement stipulating the taking of the exam if previously taken and passed.

### **THE PROPOSED AMENDMENT TO THE GEORGIA BOARD OF NURSING HOME ADMINISTRATORS RULES: CHAPTER 393-12 CHANGE OF STATUS; SUBCHAPTER .02 CHANGE FROM INACTIVE TO ACTIVE.**

**Note:** Underlined text is proposed to be added; lined-through text is proposed to be deleted.

#### **393-12-.02 Change from Inactive to Active. Amended.**

In order to reactivate an inactive license, submit the appropriate application, forms, and fee to the Board, within 14 days prior to the next Board meeting.

- (a) If a license is inactive for twelve months or less, but not more than twenty four months, the applicant must submit forty (40) hours of CE obtained since the Board's last ~~active~~ renewal period.
- (b) If a license is inactive for twenty four months, but not ~~less~~ more than 36 months, eighty (80) hours of CE obtained since ~~during~~ the Board's last renewal period must be submitted to the Board.
- (c) If the license has been inactive more than 36 months, the applicant must meet current requirements and either submit eighty (80) hours of CE since the Board's last renewal period, meet current requirements and **OR** take and pass national exam.
- (d) If the inactive licensee holds an active license from the Georgia Board's approved state's list and has been employed for one year as a Nursing Home Administrator prior to the date of the application, then the applicant must submit an application, fee, and ~~state~~ verification of an active, current license from the state or jurisdiction in which the license is held.

Authority: O.C.G.A. §§ 43-1-22, 43-27-4, 43-27-5 and 43-27-6

**Correspondences:**

The sub-committee discussed correspondences and a response was provided by the sub-committee for the following individuals. Recommendations will be presented to the full Board during the scheduled conference call.

- National Association of Examiners of Long Term Care Administrator Board, Steven Ward, and W. Jule Windham

**Executive Session**

**The sub-committee entered into Executive Session in accordance with O.C.G.A. §43-1-2(k) (1) (2) to review Applications.**

**APPLICATIONS:**

Applications were presented and reviewed by the sub-committee. All recommendations will be presented to the full Board during the scheduled conference call.

**APPLICANTS FOR LICENSURE AS AN ADMINISTRATOR IN TRAINING:**

- |                  |   |
|------------------|---|
| 1. C.C.          | Pending the receipt of additional information |
| 2. Daniel, Karen | Approved for licensure                        |
| 3. M.A.L.        | Pending the receipt of additional information |
| 4. D.O.          | Pending the receipt of additional information |
| 5. S.S.          | Pending the receipt of additional information |

**APPLICANTS FOR LICENSURE BY ENDORSEMENT:**

- |                         |  |
|-------------------------|--|
| 1. R.B.                 | Pending the receipt of additional information          |
| 2. Hagerty, Debra       | Approved for licensure                                 |
| 3. Ladehoff, Patrick J. | Approved for licensure                                 |
| 4. Menendez, Augusto    | Approved for licensure                                 |
| 5. V.P.                 | Approved pending the receipt of additional information |
| 6. B.R.                 | Pending the receipt of additional information          |

**APPLICANTS FOR LICENSURE BY REINSTATEMENT:**

- |           |  |
|-----------|--|
| 1. C.C.J. | Denied, insufficient experience                        |
| 2. J.M.   | Approved pending the receipt of additional information |
| 3. T.O.   | Pending the receipt of additional information          |

**APPLICANTS FOR LICENSURE AS A LICENSED PRECEPTOR:**

- |                      |                        |
|----------------------|------------------------|
| 1. Coe, Donna        | Approved for licensure |
| 2. Gaultney, Aurelia | Approved for licensure |
| 3. Kreil, Valdeko    | Approved for licensure |
| 4. Lines, Laura      | Approved for licensure |
| 5. Meeks, Kathryn    | Approved for licensure |
| 6. Mims, Debra       | Approved for licensure |
| 7. Tanner, Patricia  | Approved for licensure |

**APPLICATIONS FOR LICENSURE AS AN APPROVED TRAINING SITES:**

- |                                |                         |
|--------------------------------|-------------------------|
| 1. Dublinair Health and Rehab  | Approved as an AIT Site |
| 2. Lee County Health and Rehab | Approved as an AIT Site |

- |                                   |                         |
|-----------------------------------|-------------------------|
| 3. Quite Oaks Heath Care          | Approved as an AIT Site |
| 4. Taylor County Health and Rehab | Approved as an AIT Site |
| 5. Westbury Medical CareHome      | Approved as an AIT Site |

#### **ADMINISTRATOR IN TRAINING - MONTHLY REPORTS:**

- |                       |   |
|-----------------------|---|
| 1. Barfield, Tresa    | Approved Reports  |
| 2. Britt, Melissa     | Approved Reports  |
| 3. Brown, Myrtis      | Approved Reports  |
| 4. Dollander, Michael | Approved Reports  |
| 5. Fussell, Susan     | Approved Reports  |
| 6. Goodrum, Tomorrow  | Report not approved   |
| 7. Hale, Amy          | Approved Reports  |
| 8. Hamilton, Kimberle | Approved Reports  |
| 9. Herndon, Karen     | Extension Request granted. January 2011 reports denied.<br>February –June 2011 Reports approved |
| 10. Huff, Melinda     | Approved Reports  |
| 11. Ibidunni, Alabi   | Reports not approved  |
| 12. Lovett, Yvonne    | Approved Reports  |
| 13. Marcus, Theodore  | Approved Reports; extension request granted   |
| 14. Martin, Emma      | Approved Reports  |
| 15. Massengale, Trina | Approved Reports; extension request granted   |
| 16. Mitzner, Kevin    | Approved Reports  |
| 17. Orne, David       | Reports not approved  |
| 18. Perry, Melissa    | Extension request not granted   |
| 19. Souter, James     | Reports approved pending the receipt of additional<br>Information                               |
| 20. Stone, Dianne     | Approved Reports  |
| 21. Tilsta, Lorraine  | Reports not approved  |
| 22. Tolbert, Matthew  | Approved Reports  |
| 23. Wilson, Bill      | Reports not approved  |

#### **Applicant Interview:**

Applicant interview was conducted by the sub-committee. Recommendations will be presented to the full Board during the scheduled conference call.

- J.S. Board decision stands; denied, applicant must complete a 2000 hour s AIT through a Georgia Board Approved program
- L.A. Board decision stands; denied.
- V.M. Board decision stands; denied. Board does not grant licensure by Endorsement

#### **Professional Practices Committee Report:**

Ms. Baxter gave an update on the pending complaint/investigation cases with the committee. The following recommendations will be presented to the Board during the scheduled conference call.

#### **Cases Closed: No Additional Information Required:**

- NHA110012, NHA110047, NHA110064, NHA110066, NHA110070, NHA110073, NHA110074, NHA110075, NHA110077, NHA110078, NHA110079, NHA110080,

NHA110083, NHA110084, NHA110087, NHA110091, NHA110092, NHA110093, NHA110094, NHA110095, NHA110098, NHA110099, and NHA110100

- NHA110085- Voluntary Cease and Desist Order was accepted by the sub-committee

**Complaint cases referred to the Attorney General's Office:**

- NHA100114

**Attorney General's Report:**

Ms. Scarlett Shell, Assistant Attorney General provided a status report to the Board, which included information on any cases referred for action, requests for advice and/or requests for authority for proposed rules.

Recommendations will be presented to the full Board during the scheduled conference call.

**With no additional business to be discussed, sub-committee adjourned the meeting at 02:00 p.m.**

**Minutes recorded by:**

Amanda M. Allen, Board Secretary

**Minutes reviewed and edited by:**

Brig Zimmerman, Executive Director

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Barbara Baxter, President

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Brig Zimmerman, Executive Director

These minutes were signed and approved on September 08, 2011